

# **WHEN A SOLDIER IS AWOL**

- **Fails to go to appointed place of duty at prescribed time**
- **Goes from place of duty without proper authority**
- **Is absent or remains absent from unit, organization, or required place of duty**

# **WHEN A SOLDIER IS AWOL (cont)**

- **Fails to report to a transportation terminal as ordered**
- **Fails to report to proper duty station as ordered**

# **CLASSIFY A SOLDIER DFR**

- **When absent without authority for 30 consecutive days.**
- **When the commander believes the soldier voluntarily sought political asylum or is living in a foreign country apart from official duties or authorized leave.**

# **CLASSIFY A SOLDIER DFR (cont)**

- **When the soldier has joined the armed forces of a foreign country.**
- **When there is reasonable belief that the soldier has left his or her duty station with the intent to avoid hazardous duty or important service or intends to remain absent permanently.**

# **CLASSIFY A SOLDIER DFR (cont)**

- **When the soldier fails to return to a unit from which he or she is AWOL after return to military control or departs before completion of admin, judicial, or nonjudicial action for a previous absence.**
- **When the soldier escapes from confinement.**

# **CLASSIFY A SOLDIER DFR (cont)**

- **When identified as a special category absentee.**
- **When a commissioned officer resigns and departs AWOL prior to acceptance of resignation.**
- **When a member of the armed forces is AWOL with intent to remain absent permanently (Art 85, UCMJ violation).**

# **ACTIONS REQUIRED WHEN A SOLDIER IS AWOL FROM UNIT OF ASSIGNMENT**

- **Reports the soldier absent.**
- **Conducts an immediate inquiry to  
determine the soldier's location  
and  
possible reasons for absence.**
- **Notifies the provost marshal  
within 24**

# **ACTIONS REQUIRED WHEN A SOLDIER IS AWOL FROM UNIT OF ASSIGNMENT (cont)**

- **Records the results of the inquiry on a DA Form 4187.**
- **Notifies the NOK of the soldier by letter mailed on the 10th day of AWOL or political asylum.**



# **DFR PROCEDURES**

- **Completes DA Form 4187 (to change duty status from AWOL to DFR).**
- **Complete DD Form 553 (suspected reasons for absence, etc.).**

# **DFR PROCEDURES (cont)**

- **Send completed DD Form 553 to provost marshal.**
- **File court-martial charges using DD Form 458--forward to SCM convening authority.**
- **Forward original copy of deserter packet through supporting PSC to**

# **INVENTORY OF AWOL PROPERTY**

**The inventory officer will--**

- Make sure the clothing is not exchanged for clothing of another soldier.**
- Prepare DA Form 3078 in original and three copies.**
- Witness and commander will verify and initial the form.**
- Place original copy in the enlisted soldier's suitable container (Retain other 3 copies in suspense file).**

# **SATISFACTORY PARTICIPATION**

- **Attend all scheduled drills  
unless  
excused by commander or  
granted a  
leave of absence.**
- **Attend & satisfactorily complete  
entire period of annual training  
(AT)  
unless excused.**

# **UNSATISFACTORY PARTICIPATION**

- **Accrue in any one year a total of nine or more unexcused absences from scheduled inactive duty training.**
- **Fail to obtain a unit of assignment during a leave of absence.**
- **Fail to attend or complete AT.**

# **CHARGING UNEXCUSED ABSENCES**

**Unless an absence is authorized, a soldier failing to attend a scheduled single or multiple unit training assembly (MUTA) will be charged with an unexcused absence. When absence involves a MUTA (or any portion of a MUTA), the charge will be one unexcused absence for each 4-hour period not attended, but not to exceed four unexcused absences. If absent from a MUTA 5 or MUTA 6, the maximum number of unexcused absences charged is four.**

# **AWOL DURING ACTIVE DUTY PERIOD**

**A soldier present on the reporting and ending dates of AT orders who was AWOL for one or more days during active duty period may be:**

- Declared unsatisfactory participant and transferred to the IRR.**
- Retained on active duty for punitive action under para 10, Manual for Court Martial, State Code.**
- Administered nonjudicial punishment, Art 15.**

# **LEAVE OF ABSENCE GRANTED WHEN:**

- **Enlisted soldiers who move to an area too distant to continue participating with their unit will be reassigned (para 4-20).**
- **Those who cannot be reassigned, and**
- **Those who do not give notice of relocation will be granted a 90-day leave of absence.**



# **SOLDIER STATUS WHILE ON LEAVE OF ABSENCE**

- **The soldier remains assigned to the unit.**
- **Soldier given credit for constructive attendance at training assemblies without pay until the earlier of the following dates:**
  - (1) Leave of absence expires.**
  - (2) Reassignment.**

# **REASONS FOR UNSATISFACTORY**

## **PARTICIPATION DISCHARGE**

- **Soldier is unsatisfactory participant IAW 135-91.**

- **Attempts to have soldier respond or comply with orders resulted in:**

- a. Soldier refusal to comply with orders.**

- b. A second notice (certified mail) was refused or undelivered.**

- c. Soldier failed to notify command of a change of address and reasonable attempts to**